# Clubs and Organizations Commission

**Department of Clubs and Organizations**

**Agenda for Wednesday, January 23rd, 2019 at 8:00 AM**

**Joe Crowley Student Union, Rita Laden Senate Chambers, 3rd Floor**

1. CALL MEETING TO ORDER  
   Director Bittar called the meeting to order at 8:03am on Friday, Wednesday 23, 2019 on the 3rd floor of the Joe Crowley Student Union in the Rita Laden Senate Chambers. Presiding Secretary Morgan Zimmerman.
2. ROLL CALL  
   Director Bittar, and Club Commissioners Fiore, Fullmer, Keegan, Raquel, Setnan, and Young were present.   
   A quorum was present.
3. PUBLIC COMMENT  
   There was no public comment at this time.
4. POLICIES, PROCEDURES, AND ADMINISTRATIVE ACTIONS
5. The Commission may discuss and/or act upon items regarding Department policies and procedures, Club Support Funding requests, conduct proceedings requests, and other matters related to the functions of the Department.
   * 1. **Action:** The Commission will hear the following Early Spring I funding requests

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Funding Block** | **Time** | **Club Name** | **Tier Requested** | **Amount Requested** | **Tier Approved** | **Amount Approved** |
|  | 8:00 AM | Society of Range Management – UNR Student Chapter | Early: Travel | $2040.00 | Early: Travel | $1,224.00 |
| **A** | 8:00 AM | Pi Sigma Alpha | Early: Travel | $384.00 | x | x |
|  | 8:00 AM | Men’s Lacrosse | Early: Travel | $892.80 | Early: Travel | $818.40 |

Society of Range Management UNR Student Chapter sent their treasurer and president; they are not ASUN officials. They requested early funding due to the fact that they will be traveling to the event on the day of the funding hearing. The Registration Fee is $170.00 per student, and goes towards conference and all of the special events held at the conference.   
  
Commissioner Raquel asked what it specifically covers.   
  
Society of Range Management UNR said it covers conference entrance and and attendance, vendors, sponsors, competitions, opportunities to meet professionals within they field, and resume review.   
  
Commissioner Raquel asked if it covers their hotel.   
  
Society of Range Management UNR said no.   
  
Commissioner Raquel said everything looks good.   
Commissioner Raqeul moved to approve Society of Range Management UNR’s emergency funding request in the amount of $1,224.00.   
Commissioner Fullmer seconded.   
Motion carried.   
  
 *Commissioner Setnan left the room at 8:07am*  
  
Men’s Lacrosse sent their president and treasurer; they are not ASUN officials. They are requesting early funding because the event is right in between the funding periods and they want to secure the current prices before they are raised.   
   
Director Bittar asked when the event is.   
  
Men’s Lacrosse said February 15.   
  
Commissioner Fullmer said everything looks good he just has to adjust the spreadsheet.   
  
Commissioner Fullmer moved to change nonfood item line 1: Four, 15 passenger vans, quantity 1, unit price $1,488.00 by unanimous consent.   
There was no dissent; motion carried.   
  
Men’s Lacrosse said they have a new price.   
  
Commissioner Fullmer asked if it is in an email.   
  
Men’s Lacrosse said yes.   
  
Commissioner Fullmer asked to see it.   
  
Men’s Lacrosse said they had a discount going and they were able to secure it.   
  
Commissioner Fullmer said perfect.   
  
Commissioner Fullmer moved to change the amount to $1,364 by unanimous consent.  
There was no dissent; motion carried.   
  
Commissioner Fullmer said everything else looks good.   
Commissioner Fullmer moved to approve Men’s Lacrosse’s emergency request in the amount of $818.40.  
Commissioner Raquel seconded.   
Motion Carried.

* + 1. **Action:** The Commission will hear the following Operations funding requests

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Funding Block** | **Time** | **Club Name** | **Tier Requested** | **Amount Requested** | **Tier Approved** | **Amount Approved** |
|  | 8:00 AM | Men’s Lacrosse | Operations | $1000.00 | Operations | $1,000 |
|  | 8:00 AM | UNR Winter Sports Club | Operations | $1000.00 | Operations | $1,000 |
| **A** | 8:00 AM | Kappa Kappa Psi | Operations | $364.56 | Operations | $210.00 |
|  | 8:00 AM | Black Student Organization | Operations | $462.00 | x | x |
|  | 8:30 AM | Orvis Student Nurses’ Association | Operations | $301.86 | Operations | $301.86 |
|  | 8:30 AM | Phi Sigma Rho | Operations | $521.76 | Operations | $521.76 |
|  | 8:30 AM | Nevada Advertising Club | Operations | $24.00 | Operations | $24.00 |
|  | 8:30 AM | Alpha Kappa Psi | Operations | $587.83 | Operations | $430.87 |
| **B** | 8:30 AM | Alpha Epsilon Delta | Operations | $180.00 | x | x |
|  | 8:30 AM | Phi Alpha Delta Law Fraternity | Operations | $270.00 | Operations | $270.00 |
|  | 8:30 AM | MEDLIFE Nevada | Operations | $75.80 | Operations | $75.80 |

Men’s Lacrosse said their operations request is for gloves.   
  
Commissioner Fuller reviewed the application and asked if they wanted 45 or 46 pairs. The math just is not adding up on the spreadsheet.   
  
Men’s Lacrosse said whatever the lower price is.   
  
Commissioner Fullmer moved to approve Men’s Lacrosse’s’ operations application in the amount of $1,000.   
Commissioner Keegan seconded.

Motion carried.   
 *Commissioner Setnan entered the room at 8:12am*  
Winter Sports Club sent their president treasurer; they are not ASUN officials. Their operations request is for t-shirts and sweatshirts for club members.   
  
Commissioner Fullmer reviewed the application, and said he would have to separate the items by size on the spreadsheet.   
  
Commissioner Fullmer moved to strike items 1 and 2. Add 1: Small Hoodie, quantity 7, unit price $19.50. Add 2: Medium Hoodie, quantity 22, unit price 419.50. Add 3: Large Hoodie, quantity 13, $19.50. Add 4: XL Hoodie, quantity 7, unit price $19.50. Add 5: XXL Hoodie, quantity 1, unit price $19.50. Add 6: Small Shirt, quantity 212, unit price $6.00. Add 7: Medium Shirt, quantity 20, unit price $6.00, Add 8: Large Shirt, quantity 12, unit price $6.00, Add 9: XL Shirt, quantity 5, unit price $6.00, Add 10: XXL shirt, quantity 12, unit price $6.00, by unanimous consent.   
There was no dissent; motion carried.   
  
Commissioner Fullmer moved to change line 6 to a quantity of 12, by unanimous consent.   
There was no dissent; motion carried.   
  
Commissioner Fullmer moved to change lines 1-5 to a unit price of $15.00, by unanimous consent.   
There was no dissent; motion carried.   
  
Commissioner Fullmer said he just updated the spreadsheet, and they have a cap of $6.00 for t-shirts, and $15.00 for hoodies.   
  
Commissioner Fullmer said that in their policy manual they must attempt to go through the Wolf Shop.   
  
Winter Sports Club said that’s where they go through anyway.   
  
Commissioner Fuller said in that case they are good.   
  
Commissioner Fullmer moved to approve   
Commissioner Fullmer retracted his motion.   
  
Commissioner Raqeul asked if they have their design.   
  
Winter Sports Club said yes it is in an email.   
  
Commissioner Young said if they can’t find it they can just add a stipulation that proof of design is provided to central station before funds are used.   
  
Commissioner Fullmer moved to add stipulation that proof of design must be submitted before items can be purchased, by unanimous consent.   
There was no dissent; motion carried.   
  
Commissioner Fullmer moved to approve Winter Sports Club’s operations application in the amount of $1,000.   
Commissioner Young seconded.   
Motion carried.   
  
Kappa Kappa Psi sent their treasurer and proxy; they are not ASUN officials. Their funding request is for polo’s for their chapter.   
  
Commissioner Keegan reviewed the application, and said everything looked good, and their design looked good. He will just have to break up the sizes on the spreadsheet, and they also have a $10.00 polo cap.   
  
Commissioner Keegan moved to strike nonfood line 1. Add 1: Small Polo, quantity 5, unit price $10.00. Add 2: Medium Polo, quantity 5, unit price $10.00. Add 3: Large Polo, quantity 3, unit price $10.00. Add 4: XL Polo, quantity 2, unit price $10.00. Add 5: XXL, quantity 1, unit price $10.00. Add 6: XXXL quantity 1, unit price $10.00, by unanimous consent.   
There was no dissent; motion carried.   
  
Commissioner Keegan moved to approve Kappa Kappa Psi’s operation application in the amount of $210.00.   
Motion carried.   
  
Orvis Student Nurses Association sent proxies; they not ASUN officials. Their request is for canes and sugar cookies for their welcome back barbeque.   
  
Commissioner Young asked the commission about the supporting documents.   
  
Director Bittar said it was fine.   
  
Commissioner Young said everything looks good.   
  
Commissioner Young moved to approve Orvis Student Nurses Association’s operations application in the amount of $301.86.   
Commissioner Fullmer seconded.   
Motion carried.   
  
MEDLIFE Nevada sent their president and treasurer; they are not ASUN officials. They are requesting funding for food, refreshments, and plates for recruitment event.

Commissioner Setnan said everything looks good, and that they only fund open recruitment events three times per semester.   
  
Commissioner Setnan moved to approve MEDLIFE Nevada’s operations request in the amount of $75.80.   
Commissioner Young seconded  
Motion carried.   
  
Phi Sigma Rho sent their president and treasurer; they are not ASUN officials. Their request is for materials for recruitment events. They are a new club and wanted to put money into recruitment.   
  
Commissioner Setnan asked if they are gifts.   
  
Phi Sigma Rho said some of them will be as far as bags or headbands, and stickers.   
  
Commissioner Setnan said they can not fund gifts.   
  
Director Bittar said promotional items are different.   
  
Phi Sigma Rho said their current members are getting them too.   
  
Director Bittar said that is an item that is seen as a gift.   
  
Commissioner Setnan many items are not like that, he is just wondering about the bags and stickers.   
  
Director Bittar asked about the stickers.   
  
Phi Sigma Rho said they would be putting them on the table for anyone to take.   
  
Director Bittar said that is what he thought originally.   
  
Commissioner Setnan said everything looks good.   
Commissioner Setnan moved to approve Phi Sigma Rho’s operations application in the amount of $521.76.   
Commissioner Fullmer second.   
Commissioner Fullmer asked if they are taking off the bags.   
Director Bittar confirmed they would just be having them at the event.   
Phi Sigma Rho said yes they would just be handing them out.   
Motion carried.   
  
Nevada Advertising Club sent their treasurer and proxy; they are not ASUN officials. Their request is for pizza for the first meeting.   
  
Commissioner Keegan reviewed the application and said he would just have to break up the pizza on the spreadsheet.   
Commissioner Keegan moved to strike line item 1. Add 1: Pepperoni Pizza, quantity 1, unit price $6.00. Add 2: Cheese Pizza, quantity 1, unit price $6.00. Add 3: Pepperoni Pizza, quantity 1, unit price $6.00. Add 4: Cheese Pizza, quantity 1, unit price $6.00, by unanimous consent.

There was no dissent; motion carried.   
Commissioner Keegan moved to approve Nevada Advertising Club’s operations application in the amount of $24.00.   
Commissioner Setnan seconded.   
Motion carried.   
  
Phi Alpha Delta Law Fraternity sent their president and proxy; they are not ASUN officials. Their request is for a portion of sweaters, for a total of 18 sweaters.   
  
Commissioner Raqeul asked if they have their design.   
  
Phi Alpha Delta Law Fraternity said yes and asked if they would like it.   
  
Commissioner Raqeul asked them to upload it.   
  
Director Bittar asked if they had been ordered.   
  
Phi Alpha Delta Law Fraternity said no.   
  
Commissioner Raqeul said they will have to add a stipulation that the design is approved prior to purchase.   
  
Director Bittar confirmed they had contacted the Wolf Shop.   
  
Commissioner Raquel moved to approve Phi Alpha Delta Law Fraternity’s operations application in the amount of $270.00.   
Commissioner Young seconded.   
Commissioner Raqeul moved to add a stipulation that the ASUN logo is added before funds are used, by unanimous consent.   
There was no dissent; motion carried.   
Motion carried.

Alpha Kappa Psi sent their treasurer and president; they are not ASUN officials. Their request is for recruitment and rush. They are struggling and trying to get as many members as possible.   
  
Commissioner Fiore said there are a few things that are on the spreadsheet, but do not have supporting documents. She asked about pizza price, polo price email with quote, design, and wings. They can not fund anything they do not have supporting documents for.   
  
Alpha Kappa Psi said they have supporting documents.   
  
Director Bittar asked if it was a screenshot.   
  
Alpha Kappa Psi said yes.   
  
Commissioner Fiore said to email it to [commissionerfiore@asun.unr.edu](mailto:commissionerfiore@asun.unr.edu).   
  
Alpha Kappa Psi said they have the documents for the wings, but they do not have a design.   
  
Commissioner Fiore said that is fine they will just add a stipulation that the design has to be submitted.   
Commissioner Fiore moved to add a stipulation that the design must be shown to central station before funds are accessed, by unanimous consent.   
There was no dissent; motion carried.   
  
Commissioner Fiore asked if they sent the email.   
  
Alpha Kappa Psi said yes.   
  
Commissioner Fiore said she had not yet received it.   
  
Commissioner Raquel said there is a cap on polo’s at $10.00, anything outside of that will come out of the clubs account.   
Commissioner Raqeul moved to change nonfood line 1 to unit price of $10.00, by unanimous consent.   
There was no dissent; motion carried.   
  
Alpha Kappa Psi said they have screenshots to look at right now.   
  
 *Commissioner Raquel left the room at 8:42am*  
  
Commissioner Fiore said everything looks good, said everything looks good but they can not fund pizza until the supporting documents are provided, so they will have to strike that.   
Commissioner Fiore moved to strike food item line 1, by unanimous consent.   
There was no dissent; motion carried.   
  
Commissioner Fiore said everything looks good.   
Director Bittar said the amount is $430.87.   
Commissioner Fiore move to approve Alpha Kappa Psi’s operations application in the amount of $438.00.  
Director Bittar asked if she said $438.00.   
Commissioner Fullmer moved to amend the amount to $430.87.   
Commissioner Setnan seconded.   
Motion carried.   
  
Director Bittar asked Commissioner Keegan to contact Black Student Organizations. Pi Sigma Alpha and Alpha Epsilon Delta, one was moved to next week and one withdrew their application.

1. REPORT OF THE DIRECTOR OF CLUBS AND ORGANIZATIONS  
   There was no report given at this time.
2. REPORT OF THE ASSISTANT DIRECTOR OF CLUBS AND ORGANIZATIONS  
    There was no report given at this time.
3. REPORT OF THE COMMISSIONERS  
   There were no reports given at this time.
4. APPROVAL OF MINUTES
5. December 12, 2018  
   Commissioner Keegan moved to approve the minutes from December 12, 2018.  
   Commissioner Setnan seconded.   
   Motion carried.
6. REMARKS  
   There were no remarks at this time.
7. PUBLIC COMMENT  
   There was no public comment at this time.
8. ADJOURNMENT  
   Commissioner Fullmer moved to adjourn the meeting at 8:45am  
   Commissioner Setnan seconded  
   Motion carried.

*Note: Unless otherwise marked by an asterisk, all agenda items are action items upon which the Commission may take action. Action items may be taken out of the order to be presented at the discretion of the Chair.*